



TOWN COUNCIL – PUBLIC HEARING/REGULAR MEETING

Monday, April 07, 2025 at 7:00 PM

Council Chambers – 15000 Washington St., STE 100 Haymarket, VA 20169

<http://www.townofhaymarket.org/>

DRAFT MINUTES

I. CALL TO ORDER

A Public Hearing and Regular Monthly Meeting of the Mayor and Town Council of the Town of Haymarket, VA was held this evening in the Council Chambers, commencing at 7 PM.

Mayor TracyLynn Pater called the meeting to order.

PRESENT

Mayor TracyLynn Pater
Vice Mayor Matthew Gallagher
Councilmember Justin Baker
Councilmember Ken Luersen
Councilmember Mary Ramirez

ABSENT

Councilmember Alexander Beyene
Councilmember Joe Pasanello

II. PLEDGE OF ALLEGIANCE

Mayor Pater invited everyone to stand for the Pledge of Allegiance.

III. INVOCATION: Rizwan Jaka, All Dulles Area Muslim Society (ADAMS)

Mayor Pater invited Rizwan Jaka from the All Dulles Area Muslim Society (ADAMS) to the podium to give the evening's invocation. Prior to the invocation, Mr. Jaka shared the importance of the month of April for all religions.

IV. PROCLAMATION: CHILD ABUSE PREVENTION MONTH

Mayor Pater invited the ladies from the Dominion Woman's Club to the podium to receive a proclamation recognizing April as Child Abuse Awareness Month and their involvement. After Vice Mayor Gallagher read the proclamation into the record, Mayor Pater and Council presented the proclamation to the women and thanked them for their service with the display of the pinwheels at the museum bringing awareness to the community.

V. FY26 TAX RATE PUBLIC HEARING

Public Notice

Town Clerk Kim Henry read the following public notice into the record.

Notice is hereby provided pursuant to Section 58.1-3321 of the Code of Virginia that the Town of

Haymarket Virginia proposes to increase property tax levies for the Fiscal Year 2025-2026.

Assessment Increase: Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 13.5% percent.

Lowered Rate Necessary to Offset Increased Assessment: The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.093 per \$100 of assessed value. This rate will be known as the "lowered tax rate."

Effective Rate Increase: The Town of Haymarket proposes to adopt a tax rate of no more than its current rate of \$0.105 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.012 per \$100, or 11.4 percent. This difference will be known as the "effective tax rate increase." Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

Proposed Total Budget Increase: Based on the proposed real property tax rate and changes in other revenues, the total budget of the Town of Haymarket will decrease last year's by 10.3 percent. A public hearing on the increase will be held on April 07, 2025, at 7:00 PM in the Haymarket Town Hall, 15000 Washington Street Suite 100, Haymarket, Virginia 20169.

Report: Town Treasurer Roberto Gonzalez

Town Treasurer Roberto Gonzalez gave a brief report on the proposed tax rate. Mr. Gonzalez proposed a flat tax rate. He stated that due to an increase in assessments, residents will see an increase in the tax bill. He provided a report showing a lower tax rate, an equalized tax rate and an equalized tax rate with inflation. He also provided an estimate on the average bill. He shared that the trash service contract fee increased this year, which the Town bears the cost. He provided a summary on past years tax rates. In conclusion, Mr. Gonzalez stated that in the past year the Council has started to address some of the CIP items and recommends keeping the tax at a flat rate so that the Council can continue with the projects and to maintain the Town's operational services.

Public Comment

There were no citizens in attendance wishing to comment on the subject of the public hearing.

Close Public Hearing

With no comments, Mayor Pater closed the public hearing.

VI. PRINCE WILLIAM COUNTY FIRE AND RESCUE BATTALION BRYAN ROSS - DISCUSSION ON FIRE PROGRAM FUNDS EXPENDITURES

Mayor Pater invited Bryan Ross from Prince William County Fire and Rescue to the podium to discuss the department's needs using the Aids to Localities fire program funds grant. Town Manager Emily Kyriazi shared that the Mr. Ross is in attendance at this evening's meeting to speak to the Council about the expenditures of the ATL fire funds. She shared that she and Chief Sibert have been working with Prince William County to determine the best use of the funds that the Town receives from the state annually as a pass thru to help the fire department. She stated that the department is asking to purchase swift water suits and a swift water boat. Mrs. Kyriazi gave the floor to Mr. Ross. He shared that the local fire department is certified and the "go to" station for swift water rescues. However, they are lacking equipment. Mr. Ross brought an example of the swift water suit and the swift water boat for the Council to see. The Council took a brief recess so that they could see the boat outside of the chamber building. He shared that this department helps outside of Prince William County as well.

Following the demonstration of the swift water boat, the Town Council gave the directive for the Town Manager to continue working with Mr. Ross for the purchase of the equipment using the ATL fire program funds.

VII. PRESENTATION: PWC BOARD OF SUPERVISOR BOB WEIR - QUARTERLY UPDATES

Supervisor Weir was not able to attend this evening's meeting and will be rescheduled to the May meeting.

VIII. CITIZENS TIME

Riley Faison, 14725 Dogwood Park Lane, addressed the Town Council on the demolition of the Park House. He stated that he felt an absence of communication from the Town on the demo of the house and the early hours that construction started. He stated that with the recent commercial buildings popping up, he is concerned of lack of infrastructure to improve the roads. He also addressed his concerns of the construction of the pavilion and the possibility of increased vandalism and homeless. He urged that the Council consider the impacts to the community if a pavilion is built.

Stacey Imel, 14729 Dogwood Park Lane, addressed the Town Council on the demolition of the Park House, as well. She shared that she was disappointed that there was no communication with the adjoining neighborhood about the demolition. She stated that she works from and had to relocate a few days because of the noise. She stated that she also has concerns of people loitering the park after dark. She stated that she would like the Council address those issues and provide a plan to the neighborhood.

IX. CONSENT AGENDA

Mayor Pater asked if Council would like to pull any reports from the Consent Agenda. Councilmember Luersen asked to pull the Town Administration report.

Vice Mayor Gallagher moved to adopt Consent Agenda Items A:1-4, B:2-5 and C:1-5. Councilmember Baker seconded the motion. The motion carried.

**Motion made by Vice Mayor Gallagher, Seconded by Councilmember Baker.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Luersen,
Councilmember Ramirez
Absent: Councilmember Beyene, Councilmember Pasanello**

After the discussion on the Town Administration Report, Vice Mayor Gallagher moved to adopt Consent Agenda Item B:1. Councilmember Ramirez seconded the motion. The motion carried.

**Motion made by Vice Mayor Gallagher, Seconded by Councilmember Ramirez.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Luersen,
Councilmember Ramirez
Absent: Councilmember Beyene, Councilmember Pasanello**

A. Minute Approval

1. Mayor and Council – Closed Session: February 24, 2025 6 PM
2. Mayor and Council - Work Session: February 24, 2025 7 PM
3. Mayor and Council – Closed Session: March 3, 2025 6 PM
4. Mayor and Council - Regular Monthly Meeting: March 3, 2025 7 PM

B. Department Reports

1. Town Administration Report
2. Town Treasurer Report
3. Police Chief Report
4. Town Engineer Report
5. Town Attorney Report

1. Town Administration Report

Councilmember Luersen asked for any updates on the Town Park Building. Town Manager Emily Kyriazi shared that the only thing left is the punch out and the final walk with the contractor and the release of the demolition permit being released by Prince William County. He also asked about the shade being installed at playground. Mrs. Kyriazi stated that staff will promote the installation on the Town's social media platform. Councilmember Luersen also asked if there was any feedback on the opening of the Farmer's Market. Mrs. Kyriazi stated that all the feedback has been positive thus far. She stated that vendors and shoppers was appreciative of the new layout for the season by closing off the entrance at Washington Street making it solely pedestrian within the market. She gave a brief update on the new format of the quarterly newsletters.

Councilmember Luersen inquired about the site plan for the property at Jefferson and Fayette Street. Town Planner Thomas Britt provided the update. Mr. Britt stated that VDOT did not have any record of approval of the original site plan. With that, the application had to make sure that the entrances and driveways of the plan were re-submitted to VDOT. He continued to state that the Town had to sign a maintenance agreement for the sidewalks before VDOT would approve the site plan. A short discussion followed.

Town Manager Kyriazi shared that staff did a soft quiet launch to the contact us feature on the GoGov app. She shared that staff is still working through some of the final kinks. But this will allow any of the users of the MyHaymarket app to submit certain requests such as submitting a work ticket if they see something wrong. She shared that once all the kinks are worked out, staff will share that the feature is live within the next couple of weeks.

C. Liaison Reports

1. Finance Liaison Report
2. Business Liaison Report
3. Community Relations Liaison Report
4. Planning Commission Liaison Report
5. Architectural Review Board Liaison Report

X. AGENDA ITEMS

1. Adoption of Resolution #2025-002: Request to VDOT to accept Walter Robinson Lane into the VDOT system

Mayor Pater stated that Resolution #2025-002 is a resolution to VDOT to accept Walter Robinson Lane into the VDOT public system. Mayor Pater asked for any questions before proceeding.

Councilmember Ramirez moved to adopt Resolution #2025-002 as stated.

Councilmember Gallagher seconded the motion. The motion carried by a roll call vote.

Motion made by Councilmember Ramirez, Seconded by Vice Mayor Gallagher.

Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Luersen, Councilmember Ramirez

Absent: Councilmember Beyene, Councilmember Pasanello

2. Consideration of SUP #2024-001: Chick Fil-a Drive Through Expansion

Mayor Pater asked if Council had any additional questions for the staff or the applicant. Town Planner Thomas Britt provided additional information on the SUP by stating that staff received a letter from the headquarters of Virginia National Bank in support of the exhibit 6 that was presented by the applicant. Mr. Britt also read into the record an email from Prince William County Fire Marshal in regards to exhibit 6 stating that he would not recommend exhibit 6 due to the impact on the primary entrance way to the adjoining business, the bank. He stated that the Fire Marshal stated that both businesses would negatively impact fire and rescue access. Mr. Britt provided the different exhibits. He stated due to concerns regarding safety, traffic, and the Fire Marshal's concerns for access, he still recommends denial of the SUP. Discussion followed on the subject of exhibit 6. Town Manager Kyriazi shared that if any exhibit, but particularly exhibit 6 was approved by Council, the applicant would then proceed with an application for an amended site plan. She continued to state that during that time, the site plan would be submitted to all outside agencies to include Prince William County Fire Marshal. She stated that the agencies, including the Fire Marshal, would go through their typical review process and provide feedback and ultimately an approval or denial. She stated that if Council proceeded with an approval on any of the exhibits that the Fire Marshal has provided preliminary feedback specifically on exhibit 6 as well as the other exhibits. She continued to share that if the Fire Marshal gave denial on exhibit 6 in the formal setting of the site plan then the applicant would have to come back to the Town with an amended site plan addressing the concerns. Town Manager Kyriazi stated that the Town of Haymarket has Prince William County act as their Fire Marshals. She shared that when the Town receives site plans and SUP's where the Fire Marshal evaluates them based on the ability for their equipment to access the site. She stated that the Town is taking their word that this is a conflict for their equipment to provide adequate safety measures. She continued to state that she would have some concern if the Council moved forward without taking into consideration of the recommendations of the Fire Marshal. At this time, the applicant stated that they had not heard about the opinion of the Fire Marshal until this evening's meeting. Town Manager Kyriazi stated that it would be to the Council's discretion if they wanted to engage in a conversation with the applicant. The Council decided to discussed the subject with the applicant.

Kristina Hughes, Bohler Engineering, addressed the Council. She noted that a pumper tank can navigate the site and not impact the parking spaces on the bank property. She also stated that they were not asked to lengthen the striping of the parking spaces until exhibit 6. She stated that she believes the Fire Marshal is used to seeing 17ft drive aisles because of the County's regulations. Ms. Hughes shared that because of the request for longer parking spaces, they went by VDOT standards of drive aisle, which is 15 ft. She also stated that she could not find anything in the Town's Zoning Ordinance any regulations on parking standards. So they referred to Prince William County. After the explanation from Ms. Hughes, Don Wooden from Meladon, the property owner, stated that they will work with the Fire Marshal to get the approval. The Council discussed the information presented to them and asked for the Town Attorney's opinion. Attorney Oluana Simmons shared that his recommendation would be for the applicant to ask for additional time so that they could meet with the Fire Marshal and resolve the issues that were presented.

Councilmember Luersen moved that the Town of Haymarket Town Council approve SUP #2024-001 Chick Fil-a drive through expansion under the condition that the site plan they submit is fully vetted and approved by all outside agencies incorporating exhibit #6. Councilmember Ramirez seconded the motion. At this time, the Town Council took a brief recess for the Town Attorney to draft a motion.

After the recess, Councilmember Luersen withdrew his previous motion.

Councilmember Luersen moved to approve Special Use Permit application #2024-001 contingent upon the applicant obtaining site plan approval from the Town of Haymarket

and from all applicable government and regulatory agencies including but not limited to the approval of the Fire Marshal of Prince William County regarding exhibit 6. Councilmember Ramirez seconded the motion. The motion was carried by a roll call vote.

Motion made by Councilmember Luersen, Seconded by Councilmember Ramirez.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Luersen, Councilmember Ramirez
Absent: Councilmember Beyene, Councilmember Pasanello

3. Consideration of SUP #2024-002: Religious Assembly at 14600 Washington Street

Town Manager Emily Kyriazi shared that staff received an email earlier in the day that the applicant would like to defer until the April 28th work session.

4. Policies and Procedures - 2nd Draft

Town Clerk Kim Henry shared that she added and changed the suggested edits from the last meeting. She also provided the draft of the Code of Ethics for review. Councilmember Ramirez stated that she would like to continue having the discussion of two finance liaisons and asked for the opinions from the other Councilmembers. The Town Council continued the discussion of two finance liaisons and were in support of having two liaisons for checks and balances. Councilmember Ramirez stated that she does not have an issue with the liaisons themselves. She stated that she wanted to assure that all Councilmembers have access and the flexibility to attend a finance meeting. There were questions to the Town Treasurer on the operations and decision making. Town Treasurer Gonzalez shared that no decisions are made in the finance meetings. He also shared that the Town Manager has the authority to sign checks and a Councilmember is the second signature on the checks over the threshold of \$1500.00. A short discussion followed on the Code of Ethics. There was a consensus of Council to defer both the Policies and Procedures and the Code of Ethics for further discussion at the next work session. No further action was taken at this time.

5. Communication Plan - 2nd Draft

Vice Mayor Gallagher provided an updated version to the Communication Plan. He stated that he made the minor changes that was brought forth at the previous work session. A short discussion followed.

Councilmember Ramirez moved that the Town Council adopt the Town of Haymarket Communication Plan as presented effective immediately. Councilmember Baker seconded the motion. The motion carried by a roll call vote.

Motion made by Councilmember Ramirez, Seconded by Councilmember Baker.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Luersen, Councilmember Ramirez
Absent: Councilmember Beyene, Councilmember Pasanello

6. FY26 Budget Work Session

Town Treasurer Roberto Gonzalez presented the updated working document of the FY26 Budget for discussion. Mr. Gonzalez shared that he made the two minor adjustments from the last work session. He stated that he lowered the revenue on the cigarette tax and the communications tax and balanced it out on the expenditure side by lowering the CIP section on security system for Town Hall. He stated that the proposed budget is balanced using the

proposed flat tax rate. Mr. Gonzalez asked for any changes and questions on the proposed budget. A question was raised if the tax rate was lowered what line item would it affect on the expenditure side. Mr. Gonzalez stated that the CIP on the security system would likely be affected but it would be the Council's decision on what to cut. With no questions, Mr. Gonzalez stated that he would send this proposed budget out for public notice for a public hearing on May 5th.

XI. COUNCILMEMBER TIME

1. Vice Mayor Gallagher

Vice Mayor Gallagher thanked the Council for the input on the Communication Plan. He also thanked the staff for the hard work with their help in putting it together. He shared that he is looking forward in implementing the plan and also in learning from it. He also thanked everyone on their attention of the proposed budget and working at being fiscally responsible. He stated that the Town has some projects coming up and that they need to take a hard look. He thanked Town Treasurer Roberto Gonzalez on his hard work on putting together a healthy budget and presenting options for the Council to look at. Lastly, the Vice Mayor mentioned that this day was National Beer Day and gave a shout out to the two breweries in town. He concluded wishing everyone a Happy Easter and a Happy Passover.

2. Councilmember Pasanello

Councilmember Pasanello was not present to give a report and did not present a written report.

3. Councilmember Beyene

Councilmember Beyene was not present to give a report and did not present a written report.

4. Councilmember Luersen

Councilmember Luersen addressed the citizens comments on growth issues. He stated that this Council is trying to correct some of the issues generated from a previous Council. He address the possible vagrancies at the Town Park and shared that there are policies in place in regards to evening closures of the park and police presence in the park.

5. Councilmember Ramirez

Councilmember Ramirez reiterated what Councilmember Luersen commented about the citizens concerns during Citizens Time and would like to continue the conversation with those residents. She stated that she hopes everyone is coming out and enjoying the Farmer's Market. She concluded with reminding everyone to be cautious and mindful of children out playing since this was Spring Break week for the schools.

6. Councilmember Baker

Councilmember Baker started with thanking staff for their hard work, especially Town Treasurer Roberto Gonzalez on the proposed budget. He stated that he was proud of the Council on the dialogue and the resolution regarding the SUP earlier. He congratulated Event Planner Julia Crofford on a successful first Farmer's Market.

7. Mayor Pater

Mayor Pater thanked everyone for being supportive during her absence. She shared that she will continue having meet the Mayor on the first Sunday of the month at the Farmer's Market. She shared that she had good conversations at the first market and looking forward to future markets. She also stated that she was excited about the new format of the quarterly newsletter. She shared that she appreciates those who participate in citizens time. She shared that it is an overall goal for their to be more interaction and voicing from the citizens. She concluded by thanking her colleagues on the dais for their collaboration and the dedication and hard work of the staff.

XII. ADJOURNMENT

With no further business before the Town Council, Councilmember Ramirez moved to adjourn seconded by Councilmember Luersen. The motion carried.

**Motion made by Councilmember Ramirez, Seconded by Councilmember Luersen.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Luersen,
Councilmember Ramirez**

DRAFT